

**Minutes of Meeting  
BOARD FOR CONTRACTORS  
INFORMAL FACT-FINDING CONFERENCES  
April 10, 2007 (9:00 a.m.)**

The Board for Contractors convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Robert Kirby, Board member, presided. No other Board members were present.

Jennifer Kazzie appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case

Lic = Licensing Application

RF = Recovery Fund Claim

Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant

A = Applicant

R = Respondent/Regulant

W = Witness

Atty = Attorney

Participants

1. DrBuild It Inc  
File Number 2006-04535 (Disc)  
(NO DECISION MADE)

Tammy Calder – C  
Timothy McChain – W

2. DrBuild It Inc  
File Number 2006-05007 (Disc)  
(NO DECISION MADE)

Ronald White – C  
Margaret White – C

3. Kimberly D Reid  
t/a New Beginnings  
File Number 2006-03467 (Disc)  
(NO DECISION MADE)

Larry Zilliox – C

4. David Andrew Lunn Sr  
t/a Lunn Construction  
File Number 2007-00142 (Disc)  
(NO DECISION MADE)

Lunn – R  
Mark Shain – C  
Bonnie Shain – C

5. Potomac Shore Homes Inc.  
File Number 2005-03931 (Disc)  
(NO DECISION MADE)

Steve Flanagan – R  
Christopher Franklin – R Atty  
Kathy Bray – C  
Doug Bray – C  
Paul Brunkow – W  
Gary Ziegler – W

The meeting adjourned at 3:18 p.m.

BOARD FOR CONTRACTORS

---

Mark D. Kinser, Chairman

---

Jay DeBoer, Secretary

COPY TESTE:

---

Custodian of Records